


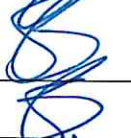
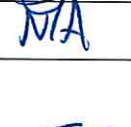



Riviera Beach CRA Payment Authorization Checklist

Vendor Name: **DANA NOTTINGHAM** _____

Control No.: **2018-02** _____ Invoice No.: **2.01.18 - 1** _____

Invoice Date: **FEBRUARY 1, 2018** _ Payment Amount: **\$8,000.00** _____

Project Supervisor/Responsible Official: **SCOTT EVANS**

	Reviewed/Approved by
<input checked="" type="checkbox"/> Project "scope of work and deliverables" reviewed?	
<input checked="" type="checkbox"/> Payment support documentation appropriate based on work scope?	
<input checked="" type="checkbox"/> Deliverables due with this invoice have been received?	
<input type="checkbox"/> If final payment, have all deliverables been received?	N/A
<input checked="" type="checkbox"/> Amount of payment is in agreement with payment schedule or is appropriate and is within the limits of the total agreement amount, on a cumulative amount basis?	
<input type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	N/A
<input checked="" type="checkbox"/> The nature of work being performed is within the scope of the CRA plan.	
<input checked="" type="checkbox"/> Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	

The invoice and supporting documentation have been reviewed and it is approved for payment.

 _____ Date: Feb 15, 2018

Payment approved by the Board of Commissioners by:

Motion No. **RES 2018-02** _____

or the Consent Agenda, at its meeting on **JANUARY 24, 2018**. (If applicable)

DANA A. NOTTINGHAM
Urban Development Advisor

Mailing Address:
550 Sarabrook Place
Atlanta, GA 30342

INVOICE

Project: Marina Village
Advisory Services

Date: February 1, 2018
Invoice: 2.01.18 - 1

Services Provided

	<u>Amount Due</u>
Base Advisory Fee (Feb. 1, 2018) per Jan. 25, 2018 contract.	\$8,000.00
Total	<u>\$8,000.00</u>

Special Requirements

Please overnight mail payment to the above mailing address in **Atlanta, GA**.
Thank You.

ps. Please do not forward to the previous Virginia mailing address on record. I am working out of Atlanta for the next 30 days.